Role definition

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| Job title: | Aviation Design Manager |
| Reports to: | Director |
| Direct reports: |  |
| Business unit: | Baker Hicks Limited | Location: | London/SE |

Summary

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| Design Manager required to manage and deliver small to medium design projects for Aviation clients, mainly at Heathrow/Gatwick Airport but with flexibility to work out of Heathrow at times.Ideally the candidate will already have experience of managing design projects within the Aviation sector and knowledge of airport operations including baggage handling, screening, airport civils works and terminal operations.Reporting to the Aviation sector director, the candidate will be required to work independently having regular contact with a number of clients promoting the Baker Hicks brand and delivering successful projects |

Key objectives

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| To bid, win and deliver small to medium design projectsTo manage design teams and achieve technically correct designs on programmeTo deliver the agreed margins on design projectsTo grow the Baker Hicks Aviation brand with new and existing customersTo manage internal and external clients successfully |

Principal responsibilities and accountabilities

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| The candidate will be expected to carry out the following functions:Primary:* To deliver small to medium multi-disciplinary design projects for clients ensuring excellent technical delivery against the brief according to the Baker Hicks Integrated Management System (IMS)
* To manage and co-ordinate internal design resource, facilitate design meetings with both internal and external designers
* To monitor delivery against the brief and produce design reports, design programmes, deliverables registers, reporting to the client to ensure project is under control.
* Act as enquiry manager for bids involving review of scope with client, forming the brief, mobilising and engaging with Baker Hicks design/enquiry teams and delivering winning bids
* To ensure commercial control over design projects involving setting of project budgets, allocating fee targets, monitoring fee spend, carrying out change control with client and liaising with internal commercial teams to deliver agreed margins on projects

Support functions:* To act as key interface with clients, understanding and seeking out opportunities and ensuring that Baker Hicks are well placed to deliver.
* To develop delivery strategy and assist in team formation for new projects
* To be accountable for high levels of performance for our clients in terms of design, buildability, CDM, sustainability and best value.
* To ensure repeat business with our clients
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Person specification

Qualifications and training

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| Relevant degree in a design discipline or extensive design management knowledgeNEC contract knowledge is preferableUnderstanding of 2015 CDM regulationsKnowledge of project programming (MS Project/Primavera)Project Management experience/qualification (i.e. PRINCE2)Good knowledge of M&E and civil/structural design and installation to be able to understand and sove project issues |

Technical skills and experience

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| Experience in aviation environments (baggage, screening, terminal operations, airfield)Excellent design management skills, with the ability to motivate employees to achieve high standard of compliance and influence team building and cultureExcellent interpersonal and stakeholder relationship building skillsExcellent organisational, planning and time management skills; able to manage design projects simultaneously without compromising on standards and qualitySelf-driven, results orientated with a positive and pro-active outlookAbility to ensure standards and specifications around design quality and compliance are metAbility to work with senior management to set project and operational targets |